

Glen Forrest Community Garden Inc.

MINUTES

Annual General Meeting

29 March 2026

Location: Glen Forrest Community Garden

Meeting Opened at 10.46am

Attendance: Christel Mathelot, Judy Middleton, Jaye Eyre, Steve Morse, Danny Etherington, Dave Hall, Kaz Davies, Graham Lindsay

Apologies: Ed Strutt

Attendees were welcomed. An acknowledgment was made to country, community, the natural environment and consideration of the importance of the garden as a shared space

Review and Acceptance of the Minutes of the AGM 30/03/2025

The minutes of the previous AGM were reviewed and accepted as a true and correct record

Moved: Jaye Eyre

Seconded: Christel Mathelot.

Chairperson's Report

The Chairperson presented a detailed overview of the year. (see attached)

Key points included:

- Delivery of 11 Food Share events with strong attendance
- Successful Pixies in the Patch events with over 40 families attending each
- Workshops and networking events with local garden and community groups
- Participation in Kalamunda Garden Festival and other large-scale community events
- Monthly engagement averaged over 70 participants and visitors

Garden achievements included:

- Installation of 6 raised garden beds with reticulation
- Establishment of second vermicast worm bed
- Fruit tree care, netting and harvesting
- Installation of signage and community pantry
- Purchase of equipment including shredder and square reader
- Digital growth saw an increase in social media following and subscriber engagement

Chairperson's Report accepted, with thanks for the commitment over the last year

Moved: Judy Middleton Seconded: Danny Hetherington

Treasurer's Report

The Treasurer presented the financial report for 2025–2026. (see attached)

Key points included:

- Approximate balance of \$8,405 at reporting, later updated to over \$11,000 following additional grant payments
- Income received from grants, fundraising events, memberships, donations and Containers for Change contributions
- Continued strong grant success including funding from Shire of Mundaring, DSS, Volunteering WA and others
- Annual set operating costs estimated at approximately \$3,000 including insurance, water and volunteer support. This amount to be preserved ready for use when payment is due

Discussion included:

- Low transaction volume and new manageable workload strategies
- Importance of accurate record keeping and receipt tracking
- Recommendation to adopt accounting software such as Xero to streamline processes

The Treasurer confirmed this would be their final year in the role and offered full support for handover.

Treasurer's Report accepted with thanks for the commitment over the last year.

Moved: Steve Morse

Seconded: Dave Hall

Election of Office Bearers (2026–2027)

All committee positions were declared vacant.

There being no written nominations received, nominations were called for from the floor

- Chairperson: Christel Mathelot Nominated by Judy Middleton – Seconded Steve Morse
- Vice Chair: Judy Middleton Nominated by Dave Hall – Seconded Danny Hetherington
- Treasurer: Graham Lindsay Nominated by Jaye Eyre – Seconded Steve Morse
- Secretary: Dave Hall Nominated by Jaye Eyre – Seconded Christel Mathelot
- General Committee Members:
 - Steve Morse Nominated by Judy Middleton – Seconded Danny Hetherington
 - Ed Strutt Nominated by Christel Mathelot – Seconded Steve Morse
 - Kaz Davies Nominated by Steve Morse – Seconded Dave Hall
 - Danny Hetherington Nominated by Dave Hall – Seconded Judy Middleton
 - Jaye Eyre Nominated by Christel Mathelot – Seconded Danny Hetherington

All Nominations were unanimously accepted with gratitude

General Business

MEMBERSHIP:

- Proposal to reduce general membership and introduce junior membership was presented
- Discussion was held regarding membership tracking and payment processes
- Ideas were raised for increasing engagement and incentives for members.
- Dave Hall to sponsor any member promotion until 2027 AGM.

Moved: Dave Hall – Seconded Christel Mathelot

That annual membership be set at \$25. Junior Membership to be added and set at \$5. Membership will be valid for a period of twelve months from the date recorded on the membership application form.

Accepted

PIXIES IN THE PATCH:

- Shire of Mundaring Grant of \$1880 approved for April and funds have been deposited in the GFCC bank account
- Discussion was held regarding activity locations and allocation of tasks
- Revised list of activities planned and advertising poster needs to be submitted to the Shire of Mundaring for event approval ASAP

FINANCIALS:

- Outgoing Treasurer to assist with transition and acquittals
- Suggestion raised to implement a digital accounting system to assist in reducing administrative workload - linked to shared GFCC email account for continuity
- Possible sponsorship of software subscription discussed
- Bendigo bank to be given 2026/2027 office bearer details and appropriate debit cards to be re-issued
- Cardholders for Bunnings Power Pass to be updated

EVENTS AND ENGAGEMENT:

- Continued strong attendance at community events
- Recognition of value of Food Share and Pixies events
- Discussion was held concerning improving attendance tracking and promotion

GARDEN OPERATIONS:

- Ongoing discussions with Shire of Mundaring regarding lease and water usage
- Consideration of infrastructure improvements and sustainability practices

BULB FUNDRAISER:

- GFCC profit currently \$125 with 3 weeks remaining until final orders
- Discussion was held regarding purchasing bulbs for the garden
- Small square raised bed to be used with approx 25 non invasive bulbs to be planted

COMMUNITY CONTRIBUTIONS:

- Recognition of volunteers, partners and all contributors with appreciation expressed for ongoing support and involvement

THE MEETING CLOSED AT 12.05pm Next Committee Meeting Sunday May 17th 2026